

Board of Selectmen
Minutes February 19, 2013

Convened: 4:00 pm

Present: Andrew Artimovich, Chairman
Jeff Bryan
Jane Byrne
Ken Christiansen

Mike Everngam and Laura Nanof from Municipal Resources Inc (MRI) were present to discuss the findings of the internal controls assessment that was conducted. Everngam said the town was managed well and all internal controls had adequate checks and balances. He did recommend updating some town policies and job descriptions and suggested working towards the ability to prepare all financial statements in house over the next several years. A complete copy of MRI's findings will be on file in the selectmen's office.

The Board met and reviewed payroll, accounts payable and signed the register. The Selectmen reviewed and signed the recreation register.

Jonathan Ellis was in to present the weekly Treasurer's report. Please see last page to view report.

Overtime for this pay period was 0.5 hours in police and 29.5 in highway.

Building Inspector Gil Tuck had the following building permits to be signed:

- Revision Energy, 7 Commercial Drive, generator: signed by Board
- Nate Keener, 22 Parshley Lane, family room and office remodel: signed by Board
- Maplevale Builders, 39 Homestead Lane, new house: signed by Board.

Christiansen made a motion, 2nd by Byrne to approve the public minutes of 02/12/2013. All were in favor.

Dick Chamberlain, Town Moderator, was present to discuss the warrant for town meeting. He asked what the difference was in the budcom and selectmen's recommended budget. Artimovich said it was extended hours for the library. Chamberlain asked which bridge the \$75,000 was slated for. Artimovich said the town will need approximately \$165,000 for the repair of the Crawley Falls Bridge and they recommend putting away half this year and the balance next year. Chamberlain asked about the lease purchase for the backhoe. Bryan said it is a 5 year lease with a dollar buyout at lease end. Chamberlain checked with the Secretary of State's office to see if the ethics policy needed to be read in its entirety at town meeting. The consensus is that it is acceptable to ask for a vote to see if the voters want the policy read at town meeting. The policy will be available in the town report. Town counsel will not be at town meeting. The board discussed who will speak to each warrant article and Chamberlain asked that I forward that list to him once complete.

Robinson said the fuel pumps at the highway shed were not working over the weekend. He used Chief Lemoine's credit card to fuel up 2 cruisers. Artimovich made a motion, 2nd by Bryan to approve a credit card for Highway and Police in Wayne Robinson's name with a \$500 credit limit. All were in favor.

Artimovich made a motion, 2nd by Byrne to post a 15 ton weight limit on the Mill Pond Bridge per Chief Robinson's recommendation. All were in favor.

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Artimovich made a motion, 2nd by Bryan to continue the public hearing for SB2 until Monday at 4pm at the town office. All were in favor.

Bryan made a motion, 2nd by Byrne to sign an intent to cut for 66 Rowell Road. All were in favor.

Bryan made a motion, 2nd by Christiansen to sign a letter to Community Development Finance Authority to close out the REDC project. All were in favor.

Motion to adjourn at 5:35 pm made by Christiansen, 2nd by Bryan; all were in favor.

Respectfully submitted,

Karen Clement

WEEKLY TREASURER'S REPORT				
February 19, 2013				
s General Fund:				
Previous Balance:		18,297.56		
Deposits:		20,921.55		
Payroll:		12,437.58	DD: 7203.46	CK: 5234.12
FICA:		3,273.82		
A/P: Regular		182,685.55	Swasey: \$175,000	
voided check				
to Impact Fees				
From MMA		170,000.00		
TO MMA				
Account Balance:		10,822.16		
Interest Earned YTD:		6.12		
Unrestricted Balance:		-		
Unrestricted Balance:		2,866,013.91		
Total Invested Funds:		2,866,013.91		
Interest Earned YTD:		96.55		